

How to Succeed With Volunteers-In-Parks

60-Minute Module Series

PROGRAM PLANNING

Training Guide

TRANSPARENCIES

**National Park Service
Volunteers-In-Parks Program**



Guide to Transparencies

- T-1:** Purpose of Program Planning
- T-2:** Learning Objectives
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- T-5:** Mission Statement
- T-6:** What Does Your Superintendent Think of Volunteers?
- T-7:** Promoting Good Volunteer/Staff Relations
- T-8:** Why Do Some Paid Staff Resist Volunteers?
- T-9:** What are Some Symptoms of Paid Staff Resistance to Volunteers?
- T-10:** What Are the Long-Term Goals for Your VIP Program?

Purpose of Program Planning

1. Measure the current status of your VIP Program
2. Chart a park-wide course for the future

Learning Objectives

- Articulate the strengths and weaknesses of their current volunteer program.
- Explain the process and importance of developing a mission statement.
- Articulate how a well-managed VIP Program directly benefits the park superintendent.
- Identify and commit to ways of strengthening their volunteer program.

Key Concepts

Concept 1

An objective assessment of your current VIP Program is the starting point for all of the planning that will follow.

Concept 2

A Mission Statement will create the philosophical framework for your VIP program

Concept 3

Support from top management and paid staff is critical for the ultimate success of your volunteer program.

Benefits of Volunteer Program Assessment

- Identifying strengths and weaknesses
- Anticipating or explaining problems
- Improving morale and involvement
- Identifying high turnover problems
- Pinpointing positive impacts of volunteers
- Laying the groundwork for planning

Mission Statement

The mission statement identifies the main business and philosophy of the organization.

Mission statements focus on the following:

- Resource
- Visitors
- Volunteer/Paid Staff

What Does Your Superintendent Think of Volunteers?

Promoting Good Volunteer/Staff Relations

Involve both staff and volunteers in
program planning for volunteers

Use written job descriptions for
volunteers

Hire the right volunteers

Orient paid staff and volunteers
together

Match volunteers to supervisors

Celebrate accomplishments together

Why Do Some Paid Staff Resist Volunteers?

What Are Some Symptoms of Paid Staff Resistance to Volunteers?

What Are the Long-Term Goals for Your VIP Program?